



# LITTLE LAKE FIRE PROTECTION DISTRICT



74 E Commercial Street  
Willits, California 95490  
(707)459-6271

William Carter  
*Fire Chief*

## MINUTES

September 13<sup>th</sup>, 2022

**OPENING:** The regular meeting of the Little Lake Fire Protection District Board of Directors was called to order by Tony Madrigal at 5:02 PM.

**ROLL CALL:** Present: Tony Madrigal, Skip Lucier, Tom Herman and Arnie Mello  
Absent: Nancy Stipe

**MINUTES:** Motion to accept the August Minutes: Skip Lucier 1<sup>st</sup>; Arnie Mello 2<sup>nd</sup>.

**TREASURER'S REPORT:** Motion to accept the September Treasurers Report: Arnie Mello 1<sup>st</sup>; Skip Lucier 2<sup>nd</sup>.

**CORRESPONDENCE/PUBLIC COMMENTS:** NONE

**OLD BUSINESS:** **FIREHOUSE:** Chief Carter reported door closure issues, but the north door is fixed and working well. As of now, the staff has not heard from any other subcontractors. Michelle sent a message to Ana at ACGC two weeks ago for an update and has not heard back. Skip Lucier suggested giving a deadline for the As-Builts. If they do not meet the deadline, use the retention to pay someone else to complete the As-Builts. Skip Lucier also mentioned checking with Fred Russell to see if there is a deadline. Michelle will talk to Fred.

**FEE SCHEDULE ORDINANCE 89-1 – Public Hearing.** Skip Lucier waived the second reading for Resolution 22-1/Ordinance 89-1. Skip Lucier 1st; Tom Herman 2nd. There was no public comment. Public notice for the second reading was posted in newspapers and on the door for the public hearing. Motion to accept Resolution 22-1/Ordinance 89-1 fee schedule; Tom Herman 1st; Arnie Mello 2nd. All Ayes.



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**FINAL BUDGET:** Motion to accept the final budget 2022-2023: Tom Herman 1<sup>st</sup>; Skip Lucier 2<sup>nd</sup>.

**NEW BUSINESS:** **BAECHTEL APRON PROJECT:** Chief Carter reported a water issue under the slab after the recent rains. The slab is currently drying and will be able to move forward when the slab area is dry. Chief Carter stated that quotes were sent for options on the fuel tank cement pad. Chief Carter would like to move forward with the quotes given. Tom Herman asked what staff thought about the figures, and Chief Carter replied there were two separate quotes with a reinforced 6" pad. Tom Herman stated that this is a remodel of existing asphalt, so it is a replacement, not an addition. Tom Herman added that the apron project is an emergency to replace the asphalt. Chief Carter also added an optional change order quote to add concrete in front of the classroom; Tony Madrigal stated it would be good to have the concrete for diesel spillage when the engines fuel up. Tom Herman added that the funds would come out of the remaining firehouse project as this is a continuation of the firehouse project. Chief Carter said that a stump was found that will also be mitigated. Tom Herman motioned to direct Chief Carter to agree to the additional reinforced concrete work needed for the 1500 sq. ft. for the quote of \$32,000.00 on an emergency basis to replace the existing asphalt to the 34,800 sq. ft apron project and replace it with 3" asphalt. Any additional change order over \$5,000.00 will go to a special meeting. Tom Herman 1st; Arnie Mello 2nd. Tom Herman also stated there might be a change order for the stump, but they will not know until they get into it. Tony Madrigal said there might be a special meeting if need be.

**USDA EQUIPMENT GRANT:** Chief Carter informed the board of the last-minute opportunity from Reef at USDA. Reef Atwell-Smith from USDA called and told us an equipment grant was available, but the staff had only seven days to complete and submit the paperwork. This grant would be used for a Type 6 vehicle. Chief Carter and staff submitted the paperwork but still need the board's approval to move forward. Tom Herman asked if the Type 3 engine we are expecting is budgeted. Chief Carter stated yes and hoped to get in this budget year. Tom Herman said we have a



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vehicle replacement fund as well to assist. Chief Carter stated we would need a rescue engine but not for another five years. Skip Lucier asked what a Type 6 is, and Chief Carter explained that Type 6 is a quick attack/rescue vehicle. Type 6 is a small pumper engine used for quick attack, which will be helpful in our rural areas for fighting fires that engines may not be able to access, such as Pine Mountain, Hwy 20, and the hard-to-reach areas. Chief Carter also stated that Strike teams might have use for our Type 6 in the future. Motion to move forward with a Type 6: Tom Herman 1st; Skip Lucier 2nd.

**BILLS:** Motion to pay bills: Tom Herman 1<sup>st</sup>; Arnie Mello 2<sup>nd</sup>.

**TRAINING REPORT:** Training Officer Jeff Donaldson, twelve firefighters attended a recent EMT re-certification class. Next Tuesday there will be a radio communication class. Three firefighters are in the Mendocino College EMT class, and two may move forward for paramedic training. There is a 40-hour HazMat class in February. Training Officer Jeff Donaldson is hoping for 15 attendees.

**FIREFIGHTERS' ASSOC. REPORT:** President Aaron Branscomb, the two new probationary firefighters, have been a great help and have responded to almost all of the calls. There was a 9/11 ceremony at Station 54, and the volunteers and EMTs have been helping with the Willits football games. President Aaron Branscomb also stated that the bylaws had been amended to age 18.

**CHIEF'S REPORT:** Chief Carter reported there were forty-six calls for August. There was a reported foul smell at the Willits High School football game. Chief Carter investigated and found there was a 5,000-gallon aqua ammonia trailer where the wood chip company was located. The aqua ammonia is used for the wood chips, and the wind blew the smell toward the high school. The classroom out at Station 541 has been painted and carpeted. Strike team 2150C was sent to Clearlake and then reassigned to Mosquito Fire. Chief Carter stated the new engine had been painted, and the next group will go into the factory for finishing. He was hoping for completion in 5-6 weeks. The UTC is out for shipping to Derotic.



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Chief Report cont....

Chief Carter hopes to have the UTV in the Reno show at the end of the month. Engine 5480 had fuel in the oil, and new injector seals were installed. After repair, the engine light came on, and Ray Moody from Anything Diesel diagnosed bad oil rings. Twelve – fourteen people attended the FlowMSP training.

SUSPEND TO CLOSED: 6:00 PM

Closed session adjourned: 6:08 PM  
Meeting Adjourned: 6:09 PM

*Tony Madrigal*

Tony Madrigal, President

*Michelle Schnitzius*

Michelle Schnitzius, Secretary/Treasurer

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***Closed Session:***

***Board advised moving forward with Rose Law for  
comment on Small Department Exemption***